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MEETING NOTICE AND AGENDA

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 Mexico

ENVIRONMENTAL MITIGATION PROGRAM WORKING GROUP

The Environmental Mitigation Program Working Group may take action on any item appearing on this agenda.

Tuesday, September 13, 2005

1:00 to 3:00 pm

SANDAG, Conference Room 8A
 401 B Street, Suite 800
 San Diego, CA 92101-4231

Staff Contact: Janet Fairbanks
 (619) 699-6970
 jfa@sandag.org

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TRANSNET'S ENVIRONMENTAL MITIGATION PROGRAM WORKING GROUP

Tuesday, September 13, 2005

ITEM #	RECOMMENDATION
<p>1. WELCOME AND INTRODUCTIONS (Chair Carrie Downey, Councilmember, City of Coronado, and Gary Gallegos, Executive Director, SANDAG)</p> <p>Chair Downey and Mr. Gallegos will welcome the working group and ask them to introduce themselves.</p>	WELCOME
<p>+2. EMP WORKING GROUP CHARTER (Chair Downey/Janet Fairbanks)</p> <p>SANDAG traditionally prepares charters for new working groups in order to clearly delineate the group's purpose, responsibilities, and membership. The Working Group is requested to review and approve the Charter which is attached to this agenda.</p>	APPROVE
<p>3. VICE-CHAIR OF THE EMP WORKING GROUP (Chair Downey)</p> <p>Chair Downey will entertain nominations for a Vice-Chair to serve in her absence.</p>	APPROVE
<p>+4. A BRIEF SUMMARY OF <i>TRANSNET</i> AND THE EMP (Craig Scott/Janet Fairbanks)</p> <p>Craig Scott, <i>TransNet</i> Project Manager, and Janet Fairbanks, EMP Project Manager, will summarize the <i>TransNet</i> ordinance and the Environmental Mitigation Program principles including the implementation guidelines adopted by the SANDAG Board in September 2004. The principles and guidelines are attached.</p>	INFORMATION
<p>+5. THE EMP WORK PROGRAM (Janet Fairbanks)</p> <p>The attached work program provides a list of tasks and schedule for the EMP. The work program defines tasks that need to be completed, the schedule for completion, lead staff, and assigned policy committees. Also attached is a letter from the USFWS and the CDFG requesting that a working group subcommittee be formed to address immediate management and monitoring needs.</p>	DISCUSSION

ITEM #

RECOMMENDATION

+6. THE DRAFT NEEDS ASSESSMENT (Janet Fairbanks)

DISCUSSION

The work program includes developing criteria for prioritizing the allocation of available Regional Habitat Conservation Funds and procedures for allocating such funds based on a needs assessment of short-term and long-term activities necessary to implement the region’s habitat conservation programs.

SANDAG staff is asking the working group to review the attached draft needs assessment to determine its completeness and accuracy and to evaluate each task to determine regional funding responsibility. At the **October 11th meeting of the working group**, we will collectively assess the tasks and responsibilities and begin our discussion on developing criteria for prioritizing the allocation of available funds and procedures for allocating the funds.

7. PUBLIC COMMENT AND COMMUNICATIONS

COMMENTS

Members of the public will have the opportunity to address the EMP Working Group on any issue within the jurisdiction of the Working Group. Speakers are limited to three minutes each.

8. ADJOURNMENT

+ next to an agenda item indicates an attachment

ENVIRONMENTAL MITIGATION PROGRAM WORKING GROUP

September 13, 2005

AGENDA ITEM NO.: **2**

Action Requested: APPROVE

CHARTER

File Number 3002700

Attachment related to this item is:

- Draft Working Group Charter – submitted for review and approval.



WORKING GROUP CHARTER
Environmental Mitigation Program Working Group

PURPOSE

The Environmental Mitigation Program Working Group (EMPWG) advises the Regional Planning Committee (RPC) and the SANDAG Board on issues related to the coordination and implementation of the Environmental Mitigation Program (EMP), a component of the *TransNet* program approved by the voters in November 2004.

LINE OF REPORTING

The EMPWG reports to the RPC, which reports directly to the SANDAG Board of Directors.

RESPONSIBILITIES

The EMPWG provides advice on the implementation of the Environmental Mitigation Program. In particular, the EMPWG is responsible for making recommendations on allocation of the Regional Habitat Conservation Fund (RHCF) of the EMP. In this regard, the EMPWG will participate in the preparation of a "needs assessment" that will identify the short-term and long-term activities necessary to implement the Multiple Species Conservation Program (MSCP) and Multiple Habitat Conservation Program (MHCP), such as biological monitoring, land management coordination, and supplemental land acquisitions. The EMPWG also will help to identify specific organizations to perform the monitoring, management, and acquisition activities identified in the needs assessment. Based on this analysis, the EMPWG will develop criteria and recommend priorities for allocation of RHCF funds. In addition, the EMPWG will provide input into the development of the Transportation Project Mitigation Fund program and procedures.

MEMBERSHIP

An elected official appointed by the Regional Planning Committee will serve as chair of the EMPWG. The members of the EMPWG will include:

- Staff representatives from the City of San Diego, County of San Diego, and the four SANDAG subregions (North County Coastal, North County Inland, East County, and South County),
- Staff representatives of federal and state agencies that are directly involved in environmental permitting of transportation projects and implementation of the MSCP and MHCP (U.S. Fish and Wildlife Service, U.S. Army Corps of Engineers, California Department of Fish and Game, California Wildlife Conservation Board, and Caltrans), and

- Staff representatives of the following organizations, representing disciplines and interests involved in the implementation of the EMP:
 - ▶ The Nature Conservancy (Land Acquisition)
 - ▶ Conservation Resource Network (Land Management)
 - ▶ U.S. Geological Survey (Science & Technology)
 - ▶ Endangered Habitats League (Environmental Policy)
 - ▶ Building Industry Association (Business)

If the organization can no longer serve, the RPC will appoint a replacement that can represent the specific discipline. In addition, the RPC can place additional members on the EMPWG by amending this charter.

MEETING TIME AND LOCATION

Meeting times and locations will be determined by the EMPWG.

SELECTION OF THE CHAIR

The Chair of the EMPWG will be selected by the Regional Planning Committee. The Vice Chair will be selected by the EMPWG from among its members.

DURATION OF EXISTENCE

The EMPWG will continue throughout the duration of the implementation of the *TransNet* Environmental Mitigation Program.

ENVIRONMENTAL MITIGATION PROGRAM WORKING GROUP

September 13, 2005

AGENDA ITEM NO.: **4**

Action Requested: INFORMATION

SUMMARY OF *TRANSNET* AND THE EMP

FILE NUMBER 3002700

Attachment related to this item is:

- Board of Directors Agenda Item No. 04-09-15, *TransNet* Extension Environmental Mitigation Program Implementation Guidelines.



REVISED

**BOARD OF DIRECTORS
SEPTEMBER 24, 2004**

**AGENDA ITEM NO. 04-09- 15
ACTION REQUESTED - APPROVE**

***TransNet Extension*
ENVIRONMENTAL MITIGATION
PROGRAM IMPLEMENTATION
GUIDELINES**

Recommendation

It is recommended that the Board of Directors concur with the implementation guidelines, as outlined in this report, to be used as the basis for the agreements with state and federal wildlife agencies that will be required to implement the Environmental Mitigation Program (EMP) consistent with the passage of Proposition A.

Introduction

The *TransNet Extension* Ordinance and Expenditure Plan, as adopted by the Board on May 28, 2004, includes an attachment containing a set of principles ([Attachment 1](#)) that further defines the major elements of the EMP and a process for how the EMP will be implemented if Proposition A is approved by the voters on November 2, 2004. These principles refer to the establishment of a regional entity to be responsible for the allocation of funds available under the EMP and the development of implementing agreements needed to provide coverage for the projects in the Regional Transportation Plan (RTP) under the adopted habitat conservation plans.

Following the adoption of the Ordinance, a series of meetings related to the EMP has taken place including representatives of environmental organizations, officials from

the state and federal wildlife agencies (California Fish & Game and U.S. Fish & Wildlife Service), SANDAG Board members and staff. These discussions have been focused on developing guidelines for the implementation of the EMP which will serve as the initial steps in the process for preparing the required implementing agreements and establishing the regional entity. The purpose of this item is to provide a statement of intent from the Board regarding the implementation of the EMP, as summarized in the implementation guidelines outlined in the Discussion section.

Discussion

Based on the results of these discussions related to the EMP, and building upon the numerous EMP requirements contained in the adopted Ordinance and its attachments, a summary of the implementation guidelines representing areas of agreement on specified issues is provided below. These implementation guidelines provide a statement of intent regarding how the EMP will be implemented if Proposition A is approved by the voters in November. These guidelines assume the early implementation of the EMP program. The acceleration of the EMP program is important in order to provide for the required mitigation of key projects in advance so that transportation project implementation can be accelerated as well. These early actions would require restructuring the financial plans for the current program or borrowing against future funding from the new program beginning in FY 2009. This advance funding would be one of many issues to be resolved in a detailed financial planning analysis to be undertaken following passage of Proposition A. The

implementation guidelines are as follows (all dollars shown are in 2002 dollars consistent with the *TransNet Extension Ordinance* and Expenditure Plan):

1. Funding for "management and monitoring implementation" activities would be allocated based on the targets set forth in the following schedule: \$1 million in FY 05-06; \$2 million in FY 06-07; \$4 million in FY 07-08; and \$5 million in each year thereafter. Funding for this category may be reduced due to restrictions on borrowing of such funds for management purposes.
2. Funding for "habitat restoration activities" would be allocated based on the targets set forth in the following schedule: \$5 million per year beginning in FY 14-15 and continuing through FY 22-23. These are estimated costs. Actual expenditures for restoration activities would be based on requirements for mitigation of upland and wetland habitat impacts of transportation projects, and may exceed the targets set forth above.
3. A line of credit, or similar flexible financing mechanism, would be established in order to allow acquisition of habitat land to meet mitigation requirements for transportation projects, while at the same time meeting acquisition priorities established in the adopted regional habitat management programs. This will include early acquisition of properties that are at risk of conversion to agricultural or urban uses, or other critical habitat lands that would satisfy the mitigation requirements for transportation projects covered by this program. Acquisitions outside approved sub-area plans of the adopted regional habitat management programs also must meet wildlife agency approved state Natural Community Conservation Program (NCCP) criteria.

The total financing costs for early land acquisitions under this line of credit, including any subsequent debt financing that may be used to retire the line of credit, would not exceed \$230 million, which would be paid from the "Regional Habitat Conservation Fund" (up to \$200 million) and a portion of total financing costs allocated in the Expenditure Plan (up to \$30 million).

Total costs for the EMP are not to exceed \$880 million, of which \$650 is allocated for direct mitigation of transportation projects, up to \$200 million for allowable activities under the Regional Habitat Conservation Fund, and up to \$30 million for additional financing costs.

In addition, to the degree needed, up to \$82 million in "intra-program fund transfers" (interest-free fund transfers from transportation project categories) would be allowed beginning in FY 08-09. Such intra-program transfers would be distributed over the early years of the program in such a way that transportation projects are not delayed. Such transferred funds would be returned for use on transportation projects by end of the program.

4. Funding for advanced land acquisitions under this program would be made available beginning July 1, 2006, with approximately \$290 million of habitat land to be purchased over no more than a fifteen year period.

~~5. The SANDAG Board of Directors would be designated as the regional entity responsible for the allocation of funding under this program. The Board of Directors would be advised by a policy committee that includes a limited number of elected officials representing SANDAG member agencies, as well as non-voting members representing the wildlife agencies, U.S. Army Corps of~~

~~Engineers, and other entities responsible for issuing permits and entitlements for transportation projects.~~

~~6.5.~~ The ~~policy committee~~ regional entity described in ~~Section 5 above~~ Principle 5 would be advised by a technical working group that includes staff members representing the entities described above, as well as representation from a consortium of habitat preserve land managers who are active within the county.

These guidelines provide the initial steps toward development of the agreements with the wildlife agencies required to implement the EMP and to ensure that the intent of the EMP is carried out. In addition to being used in the development of these required agreements, the guidelines also will be used in other actions related to the implementation of the EMP as they are presented to the SANDAG Board of Directors in the future should Proposition A be successful this November.

GARY L. GALLEGOS
Executive Director

[Attachment](#)

Key Staff Contact: Craig Scott,
(619) 699-1926; csc@sandag.org

No Budget Impact

Attachment 1

TRANSNET EXTENSION ENVIRONMENTAL MITIGATION PROGRAM (EMP) PRINCIPLES

1. The TransNet Extension Expenditure Plan shall include a funding allocation category entitled "Transportation Project Environmental Mitigation Program."
2. The Environmental Mitigation Program (EMP) shall include an allocation for the estimated direct costs for mitigation of upland and wetland habitat impacts for regional transportation projects included in the proposed TransNet Expenditure Plan, as well as for regional projects that are included in the adopted 2030 Regional Transportation Plan Mobility Network. The "mitigation costs," including land acquisition, restoration, management, and monitoring, for these regional projects are estimated at approximately \$450 million. Funds for direct mitigation, management and monitoring of these projects shall be placed into a "Transportation Project Mitigation Fund," where they can be used as partial funding for regional acquisition, habitat management and monitoring activities related to implementation of the Multiple Species Conservation Program (MSCP), the Multiple Habitat Conservation Program (MHCP), and future amendments thereto.
3. The EMP shall also include an allocation for the estimated direct costs for mitigation of upland and wetland habitat impacts for local transportation projects, in a total amount not to exceed \$200 million. Funds for direct mitigation of these projects shall also be placed in the "Transportation Project Mitigation Fund" outlined in Section 2 above.
4. The EMP shall also include a funding allocation for the estimated economic benefits of incorporating specified regional and local transportation projects into applicable habitat conservation plans, thereby allowing mitigation requirements for covered species to be fixed, and allowing mitigation requirements to be met through purchase of land in advance of need in larger blocks at a lower cost. The benefits of this approach are estimated at approximately \$200 million (\$150 million for regional projects and \$50 million for local projects). This amount will be allocated to a "Regional Habitat Conservation Fund," which will be made available for regional habitat acquisition, management and monitoring activities necessary to implement the MSCP and MHCP described in Section 2 above. Therefore, the total funding allocation for the Environmental Mitigation Program shall be set at \$850 million.
5. SANDAG shall work with the Wildlife Agencies (California Department of Fish and Game and the US Fish and Wildlife Service) and permit holders under the MSCP and MHCP to establish a regional entity that will be responsible for the allocation of funding included in the "Regional Habitat Conservation Fund" in accordance with the goals and policies of said plans. In addition, this entity will provide recommendations regarding the structure and content of future funding measures as described in Section 10 below.
6. Land acquisitions, and management and monitoring activities, that result from the implementation of this program shall receive credit toward the "regional funding obligations," if any, under the applicable habitat conservation plans, with the exception that land acquisitions in the MSCP planning area (as designated and permitted as of April 9, 2004) shall not count toward the regional funding obligation for land acquisition (currently estimated at 10,267 acres) established for that program.

7. In order to provide the economic benefits of the proposed EMP, the participating local jurisdictions shall apply for, and the Wildlife Agencies shall process, requests for any necessary amendments to the previously adopted MSCP and related agreements and permits, to include Regional Transportation Plan (RTP) transportation projects as “covered projects” under this plan pursuant to the standards in effect at that time for the remaining life of those plans. For projects in the planning areas of the MHCP and proposed MSCP North County Suburban for unincorporated North County, the participating local jurisdictions shall include RTP projects in their proposed plans and implementing agreements, and the Wildlife Agencies will process those plans and agreements so as to provide coverage for RTP projects for the life of those plans.
8. The expenditure of funds included in this allocation category shall be phased over time in order to allow goals of regional habitat acquisition, management and monitoring to be met, while also meeting the requirements for individual transportation projects. The timeframe by which the phasing will be done will allow for the early acquisition of land within the first 10 years of the permits and/or amended permits with corresponding funds available for management and monitoring. In addition, mitigation land for projects in the planning area covered in the proposed MSCP for unincorporated North County shall be purchased within the multiple habitat planning area designated for that plan, while mitigation for projects in the adopted MSCP and MHCP planning areas shall be purchased within the multiple habitat planning areas designated for those plans, unless otherwise approved by SANDAG, the Wildlife Agencies, and affected permit holders. As transportation projects are completed, if it is determined that the actual direct costs for mitigation of upland and wetland habitat impacts are less than those that were estimated in Section 2 above, those cost savings shall be transferred to the “Regional Habitat Conservation Fund” described in Section 4 above.
9. In addition to the direct economic benefits associated with inclusion of these projects in the MSCP and MHCP, SANDAG and the Wildlife Agencies both recognize the value of expedited processing of environmental documents for individual transportation projects by all involved Federal, State, and regional agencies. Therefore, SANDAG and the Wildlife Agencies shall actively support efforts to accomplish complete review of environmental documents within reduced timeframes. To the extent that the processing time required for such documents is reduced, the value of expedited processing shall be allocated equally between transportation-related expenditures and the “Regional Habitat Conservation Fund”. SANDAG and the Wildlife Agencies will develop guidelines for implementing this principle within one year of the passage of the TransNet extension.
10. SANDAG agrees to act on additional regional funding measures (a ballot measure and/or other secure funding commitments) to meet the long-term requirements for implementing habitat conservation plans in the San Diego region, within the timeframe necessary to allow a ballot measure to be considered by the voters no later than four years after passage of the TransNet Extension. In the event that such future funding measures generate funding to fully meet regional habitat acquisition and management requirements, SANDAG is authorized to reallocate excess funds included in the “Regional Habitat Conservation Fund” to local transportation projects.

11. In the event that SANDAG and its member agencies are not able to obtain coverage for transportation projects the MSCP and MHCP in accordance with the principles set forth above, the funding allocations set forth in this program shall be made available to meet habitat mitigation requirements of transportation projects, either through an alternative program that is acceptable to SANDAG, its member agencies, and the Wildlife Agencies, or through environmental review and permitting of individual projects under existing regulatory procedures.

ENVIRONMENTAL MITIGATION PROGRAM WORKING GROUP

September 13, 2005

AGENDA ITEM NO.: **5**

Action Requested: DISCUSSION

THE EMP WORK PROGRAM

FILE NUMBER 3002700

Attachments related to this item are:

- Environmental Mitigation Program (EMP) Work Program. The attached work program list tasks and schedule for the EMP.
- Letter from USFWS and the CDFG. The letter requests that a working group subcommittee be formed to address immediate management and monitoring needs.

Environmental Mitigation Program (EMP) Work Program (9/13/05)

		Schedule		Staff Lead	Responsible Committee			
Task No.		Start	End		EMP	RPC	TC	BRD
1	EMP DEVELOPMENT							
1.1	Develop updated EMP Expenditure Plan			Scott				
1.11	Update habitat cost estimates for Regional Early Action Transportation Projects	6/05	8/05	Chavez				
1.12	Identify local early action transportation projects; develop preliminary habitat cost estimates	6/05	8/05	Chavez				
1.13	Develop updated Regional Habitat Conservation Fund expenditure estimates (from EMP guidelines)	6/05	8/05	Chavez				
1.14	Incorporate results into TransNet Plan of Finance analysis	8/05	9/05	Scott				
1.15	Adopt revised EMP expenditure plan as part of adopted TransNet Plan of Finance	9/05	12/05	Scott			x	x
1.2	Develop Transportation Project Mitigation Fund (TPMF) Program and Procedures			Rundle				
1.21	Finalize "economic benefit" methodology for allocation of Regional Habitat Conservation Fund	6/05	12/05	Cox	x	x	x	x
1.22	Identify processing requirements for SR-76 and address supplemental staffing and resource needs of wildlife agencies to meet project processing requirements for this project	6/05	12/05	Rundle				
1.23	Develop and execute "master agreement" with wildlife agencies and other parties for processing Regional Early Action transportation projects, and supplemental agreement for SR-76	6/05	12/05	Rundle	x	x	x	x
1.24	Develop procedures for allocating local project portion of TPMF to local transportation projects	10/05	6/06	Rundle	x	x	x	

		Schedule		Staff Lead	Responsible Committee			
Task No.		Start	End		EMP	RPC	TC	BRD
1.25	Develop system for tracking accrual of "economic benefit" from transportation projects and reporting to TransNet Program financial manager	1/06	6/06	Rundle				
1.26	Develop mitigation banking program and procedures for transportation projects	12/05	6/06	Rundle				
1.27	Prepare supplemental agreements for additional early action projects	1/06	6/06	Rundle			x	x
1.28	Identify responsible entities to own and manage mitigation land	12/05	4/06	Rundle	x		x	
1.3	Develop Regional Habitat Conservation Fund (RHCF) Program and Procedures			Fairbanks				
1.31	Develop a needs assessment identifying short-term and long-term activities necessary to implement the Multiple Species Conservation Program(MSCP) and Multiple Habitat Conservation Program (MHCP), such as biological monitoring, land management coordination, land acquisition, and associated costs for such activities, as well as evaluating existing responsibilities and available funding for performing these activities	9/05	10/05	Fairbanks	x			
1.32	Based on above study, develop criteria for prioritizing the allocation of available RHCF funds, and procedures for allocating such funds	10/05	12/05	Fairbanks	x			
1.33	Develop a process to consider funding requests for immediate acquisition, management, and monitoring needs of the preserve system for FY 05/06	9/05	12/05	Fairbanks	x	x		x
1.34	Develop a plan which identifies an entity or entities to perform specific functions in the areas of land acquisition, regional land management coordination, regional biological monitoring, and other activities necessary to implement the MSCP and MHCP, and develop a budget for allocating RHCF funding to an entity or entities for those purposes	12/05	3/06	Fairbanks	x	x		x
2	REGIONAL HABITAT CONSERVATION FUND PROGRAM			Fairbanks				
2.1	Implement Land Acquisition Program			Fairbanks				
2.11	Determine land acquisition needs of the regional preserve system	10/05	12/05	Fairbanks	x			

		Schedule		Staff Lead	Responsible Committee			
Task No.		Start	End		EMP	RPC	TC	BRD
2.12	Identify acquisition criteria for the TPMF and the RHCF	11/05	3/06	Fairbanks	x	x	x	x
2.13	Identify available acquisition opportunities and recommend purchase	1/06	4/06	Fairbanks	x	x	x	x
2.15	Identify responsible entities to own and manage land purchased with the RHCF	1/06	4/06	Fairbanks	x	x		x
2.16	Develop a database of parcels available for mitigation and conservation	1/06	6/06	Carnevale				
2.2	Implement Biological Monitoring Program			Fairbanks				
2.21	Determine priorities for biological monitoring funds based on the overall needs assessment (Task 1.31), or subsequent studies	10/05	3/06	Fairbanks	x	x		
2.22	Identify appropriate agencies to conduct biological monitoring for conservation lands	1/06	5/06	Fairbanks	x	x		
2.3	Implement Land Management Program			Fairbanks				
2.31	Determine priorities for land management funds based on the overall needs assessment (Task 1.31), or subsequent studies	10/05	3/06	Fairbanks	x	x		
2.32	Prepare an analysis of land management structures in the region (federal/state/regional/local/private) to assist in identifying appropriate land managers for conservation lands	1/06	5/06	Fairbanks	x	x		



U.S. Fish and Wildlife Service
Carlsbad Fish and Wildlife Office
6010 Hidden Valley Road
Carlsbad, California 92011
(760) 431-9440
FAX (760) 431-5902 + 9618



California Department of Fish & Game
South Coast Regional Office
4949 Viewridge Avenue
San Diego, California 92123
(858) 467-4201
FAX (858) 467-4299

In Reply Refer To:
FWS/CDFG-SDG-4585.1

Gary Gallegos
Executive Director
San Diego Association of Governments
401 B Street, Suite 800
San Diego, CA 92101-4231

SEP - 6 2005

Attn: Janet Fairbanks

Re: September 13, 2005, Agenda for Environmental Mitigation Program Working Group

Dear Mr. Gallegos:

In anticipation of the establishment of the Environmental Mitigation Program (EMP) working group, we have been working with our partners on the development of an emergency process and proposal for the management and monitoring funds that were identified in TransNet for fiscal year 2005-2006. As time is of the essence, considering the resources involved and the issues at stake, we are requesting that the following items be introduced as a discussion item on the agenda for the September 13, 2005, EMP working group meeting, that this letter and attached proposal be distributed to members of the group prior to the meeting, and that a subcommittee be established at the working group meeting to finalize recommendations on the following items for adoption at the October working group meeting.

Items to be assigned to Working Group subcommittee:

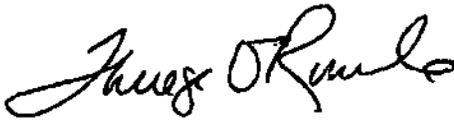
1. Establish and agree on emergency criteria for expenditure of 2005-2006 EMP management and monitoring funds, including a general breakdown for the first \$1 million as follows: (a) 75% management, with equal division among City of San Diego, County of San Diego, and nongovernmental organizations (see attached proposal), and (b) 25% monitoring, deferring decisions on actual expenditures.
2. Establish and agree on biological criteria to be used to qualify and prioritize properties for (a) acquisition and (b) management and monitoring.

TAKE PRIDE
IN AMERICA 

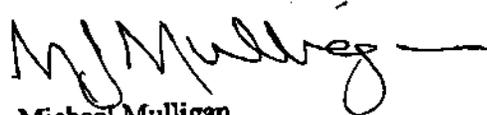
Mr. Gary Gallegos (FWS/CDFG-SDG-4585.1)

Thank you for your attention to this request. If you have any questions regarding this letter, please contact Ms. Susan Wyrin (Service) at (760) 431-9440 extension 216 or David Mayer (Department) at 858-467-4234.

Sincerely,



Therese O'Rourke
Assistant Field Supervisor
U.S. Fish and Wildlife Service



Michael Mulligan
Deputy Regional Manager
California Department of Fish and Game

Attachment

Cc:
Ms. Carrie Downey, Chair of the EMP Working Group
Mr. Bob Leiter, SANDA

ENVIRONMENTAL MITIGATION PROGRAM WORKING GROUP

September 13, 2005

AGENDA ITEM NO.: **6**

Action Requested: DISCUSSION

DRAFT NEEDS ASSESSMENT

File Number 3002700

Attachments related to this item are:

- Memo – Needs Assessment for Regional Preserve Management and Monitoring Program.
- Draft Needs Assessment – Tasks and Responsibilities Matrix.



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September 13, 2005

TO: Environmental Mitigation Program Working Group

FROM: Janet Fairbanks

SUBJECT: NEEDS ASSESSMENT FOR REGIONAL PRESERVE MANAGEMENT AND MONITORING PROGRAM

MEMBER AGENCIES

- Cities of*
- Carlsbad*
- Chula Vista*
- Coronado*
- Del Mar*
- El Cajon*
- Encinitas*
- Escondido*
- Imperial Beach*
- La Mesa*
- Lemon Grove*
- National City*
- Oceanside*
- Poway*
- San Diego*
- San Marcos*
- Santee*
- Solana Beach*
- Vista*
- and*
- County of San Diego*

ADVISORY MEMBERS

- Imperial County*
- California Department of Transportation*
- Metropolitan Transit System*
- North San Diego County Transit Development Board*
- United States Department of Defense*
- San Diego Unified Port District*
- San Diego County Water Authority*
- Mexico*

The EMP Work Program (Tasks 1.31 and 1.32) includes developing a "needs assessment" identifying short-term and long-term activities necessary to implement the Multiple Species Conservation Program (MSCP) and Multiple Habitat Conservation Program (MHCP), and developing criteria for prioritizing the allocation of available funds and procedures for allocating the funds.

Attached is a draft needs assessment in table format, organizing the MSCP and MHCP implementation activities into three major program areas: land acquisition, biological monitoring, and land management. Within each program area major tasks are identified along with the responsible entity and a completion date.

The needs assessment table also includes a column titled "Regional Funding Responsibility?" The purpose of this column is to assess each task as a candidate for regional funding. This will help us prioritize funding allocations and develop procedures for distributions as funding becomes available.

SANDAG staff is asking the working group to review the needs assessment to determine its completeness and accuracy and to evaluate each task to determine regional funding responsibility. At the **October 11th meeting of the working group**, we will collectively assess the tasks and responsibilities, determine regional funding responsibilities, and begin our discussion on developing criteria for prioritizing the allocation of available funds and procedures for allocating the funds.

Needs Assessment For Regional Preserve Management And Monitoring Program

TASKS	RESPONSIBLE	COMPLETION	REGIONAL FUNDING RESPONSIBILITY? (yes, no, partially)
REGIONAL COORDINATION			
1. Identify an organization or organizations to perform regional coordinating responsibilities as outlined below	EMP Working Group		
LAND ACQUISITION PROGRAM			
<i>Conserved Lands Databases</i>			
2. Define baseline conservation for each jurisdiction	Jurisdictions and wildlife agencies	Completed for permitted jurisdictions	
3. Input baseline conservation into HabiTrak	Jurisdictions	Completed for permitted jurisdictions	
4. Input acquisitions, mitigation banks, conservation easements, etc. into HabiTrak	Jurisdictions	Annually	
5. Input state and federal preserve lands	Wildlife Agencies provide to jurisdictions	Annually	
6. Review HabiTrak inputs (spatial and nonspatial) for accuracy	Wildlife Agencies	Annually	
7. Compile all HabiTrak input and create updated, seamless preserve assembly database; distribute to jurisdictions and SANDAG	USFWS	Annually	
8. Review preserve map for accuracy	Jurisdictions and wildlife agencies	Annually	
9. Prepare annual reports	Jurisdictions	Annually	
10. Prepare summary HabiTrak tables	Wildlife Agencies	Annually	
<i>Regional Habitat Preserve Databases</i>			
11. Review MHPA/PAMA/FPA boundary changes for accuracy; determine ramifications to jurisdiction-specific conservation targets	Wildlife Agencies, Regional Coordinator	Annually	
12. Maintain and update habitat preserve boundary (MHPA/FPA/PAMA) databases; and distribute to jurisdictions and SANDAG	Wildlife Agencies, Regional Coordinator	Annually	

TASKS	RESPONSIBLE	COMPLETION	REGIONAL FUNDING RESPONSIBILITY? (yes, no, partially)
LAND ACQUISITION PROGRAM (CONT'D)			
<i>Ownership Database</i>			
13. Provide SANDAG the HabiTrak preserve assembly data to update land ownership database	SANDAG	Annually	
<i>HabiTrak Annual Reporting Application</i>			
14. Determine needs for enhancement of HabiTrak model	Wildlife Agencies, Jurisdictions, SANDAG and Regional Coordinator	On-going	
15. a) Refine HabiTrak model to include a species database and other refinements; or b) develop alternative methodology for tracking species	Wildlife Agencies, SANDAG and Regional Coordinator		
16. Determine funding sources and options to recode HabiTrak to a web-based, centralized system	Wildlife Agencies, SANDAG, Regional Coordinator, EMP Working Group		
<i>Process For Land Acquisitions</i>			
17. Determine land acquisition needs	Jurisdictions and wildlife agencies		
18. Develop land acquisition priority criteria	EMP Working Group		
19. Identify key acquisition sites for transportation mitigation and habitat conservation fund	EMP Working Group		
20. Develop criteria for determining parcels available for mitigation, conservation, acquisition, etc	Jurisdictions, EMP Working Group		
21. Develop a database of parcels available for mitigation and conservation	SANDAG		
22. Identify available acquisition opportunities and recommend purchase to decisions makers	Jurisdictions, EMP Working Group		
23. Identify responsible entity to own and manage land	EMP Working Group		
REGIONAL BIOLOGICAL MONITORING PROGRAM			
<i>Regional Databases</i>			
1. Create USFWS endangered species permit database	USFWS	On-going	
2. Merge SANDAG and USFWS species databases, as appropriate	Regional Coordinator		
3. Maintain regional species database	Regional Coordinator	Annually	

TASKS	RESPONSIBLE	COMPLETION	REGIONAL FUNDING RESPONSIBILITY? (yes, no, partially)
REGIONAL BIOLOGICAL MONITORING PROGRAM (CONT'D)			
<i>Regional Databases (Cont'd)</i>			
4. Map vegetation and species distributions for conserved lands	Jurisdictions, wildlife agencies	Annually	
5. Incorporate updated vegetation and species databases into regional database	Regional Coordinator	Annually	
6. Maintain and update fire history database for conserved lands.	CDF, Regional Coordinator, Preserve Managers	Annually	
7. QA/QC regional data layers (i.e., species, vegetation, fire history)	Wildlife Agencies, Regional Coordinator	Annually	
<i>Biological Monitoring Databases</i>			
1. Inventory existing species monitoring and research programs	USFWS/CDFG	Completed	
2. Identify imagery needs and options based on results from pilot studies	Regional Coordinator	Ongoing	
3. Compile revisions to CAGN/CSS birds monitoring protocol	USFWS		
4. Refine other monitoring protocols and data forms based on pilot studies and wildlife agency direction	USFWS/CDFG		
5. Peer review on monitoring protocols	Science Advisors		
6. Refine monitoring protocols based on peer review	Wildlife Agencies		
7. Revise Monitoring Plans as needed	Land Managers		
8. Design species specific field protocols to collect monitoring data	Wildlife Agencies, Science Advisors		
9. Develop data fields for recording biological monitoring results	Regional Coordinator		
10. Develop attributes/structure based on pilot studies	Regional Coordinator		
11. Create attributes/structure for climate database	Regional Coordinator		
12. Create attributes/structure for road-kill database	Regional Coordinator		
13. Peer review database structures	Science Advisors		
14. Develop data warehouse to store and display monitoring data	BIOS/USGS	Completed	

TASKS	RESPONSIBLE	COMPLETION	REGIONAL FUNDING RESPONSIBILITY? (yes, no, partially)
REGIONAL BIOLOGICAL MONITORING PROGRAM (CONT'D)			
<i>Centralized Data Warehouse</i>			
1. Develop process for data input and database management	Regional Coordinator		
2. Develop QA/QC protocols and assign QA/QC responsibilities	Regional Coordinator		
3. Input existing monitoring data	Regional Coordinator		
4. Collect and input climate data to warehouse	Regional Coordinator		
5. Collect and input road-kill data to warehouse	Jurisdictions, Caltrans, Regional Coordinator		
6. Establish guidelines for submittal of annual data, including data forms/digital files and digital or hard copy maps	Regional Coordinator		
7. Maintain archive (hard copy, electronic) of field notes, data forms, maps, etc.	Regional Coordinator		
<i>Data Analysis, and Reporting</i>			
1. Determine how data will be analyzed	Wildlife Agencies, Science Advisors		
2. Review and analyze data	Science Advisors		
3. Establish guidelines for data access	Regional Coordinator		
4. Prepare 3-yr monitoring summaries	Regional Coordinator, Wildlife Agencies	Every 3 yrs	
<i>MSCP/MHCP Website</i>			
1. Develop web site design	Regional Coordinator		
2. Develop prototype for website using HabiTrak (preserve assembly) and species occurrence data	Regional Coordinator		
3. Upgrade prototype website to functional interactive database	Regional Coordinator		
4. Manage and update website	Regional Coordinator	Annually	
5. Annual report summaries, including updated preserve assembly maps, monitoring results, and management actions made available on website	Regional Coordinator	Annually	

TASKS	RESPONSIBLE	COMPLETION	REGIONAL FUNDING RESPONSIBILITY? (yes, no, partially)
LAND MANAGEMENT PROGRAM			
<i>Area-Specific Management Plan Preparation</i>			
1. Develop guidelines for preparing subarea framework and area-specific management plans	Wildlife Agencies		
2. Determine responsibilities for management and monitoring of each preserve area	Jurisdictions, Wildlife Agencies		
3. Identify preserve lands needing baseline surveys	Jurisdictions, Wildlife Agencies		
4. Identify preserve lands needing habitat management plans	Jurisdictions, Wildlife Agencies		
5. Identify preserve lands needing habitat managers	Jurisdictions, Wildlife Agencies		
6. Conduct baseline surveys and prepare area-specific management directives for existing conserved lands	Jurisdictions, Wildlife Agencies		
7. Conduct baseline surveys and prepare area-specific management directives for newly conserved lands	Jurisdictions, Wildlife Agencies	Ongoing	
8. Provide baseline survey information for incorporation into regional database	Jurisdictions, Wildlife Agencies	Annually	
9. Provide electronic copies of management plans to wildlife agencies for archival and distribution on the website. Update HabiTrak database with preserve manager information	Jurisdictions	Annually	
<i>Biological Monitoring and Management Coordination</i>			
1. Identify preserve level priorities for monitoring and management	Jurisdictions	Annually	
2. Identify regional priorities among jurisdictions	Regional Coordinator	Annually	
3. Prioritize equipment needs and coordinate among jurisdictions	Regional Coordinator	Annually	
4. Develop preserve monitoring and management budgets	Jurisdictions	Annually	
5. Develop regional monitoring and management budgets	Regional Coordinator	Annually	
6. Identify/train biological monitors	Regional Coordinator	Annually	
7. Identify grant opportunities and prioritize	SANDAG, Jurisdictions, USFWS, CDFG, Regional Coordinator	Annually	
8. Coordinate monitoring roles and priorities with preserve managers	Jurisdictions, USFWS, CDFG, Regional Coordinator	Annually	

TASKS	RESPONSIBLE	COMPLETION	REGIONAL FUNDING RESPONSIBILITY? (yes, no, partially)
LAND MANAGEMENT PROGRAM (CONT'D)			
<i>Biological Monitoring and Management Coordination (Cont'd)</i>			
9. Summarize preserve-specific management actions in annual reports	Jurisdictions, USFWS, CDFG	Annually	
10. Distribute aggregated management summaries to Regional Coordinator	Jurisdictions, USFWS, CDFG	Annually	
<i>Science Advisors</i>			
1. Establish peer review group	USFWS, CDFG		
2. Review and comment on monitoring protocols	Science Advisors		
3. Provide technical input on short-term and long-term management and monitoring priorities	Science Advisors	Ongoing	
4. Review and comment on monitoring reports	Science Advisors	Ongoing	
5. Assist in identifying outside funding sources	Science Advisors	Ongoing	
6. Based on monitoring results, recommend modifications to management policies	Science Advisors	Ongoing	
7. Develop a process for compiling and analyzing data at the subregional and NCCP regional scales	Science Advisors		
8. Develop a conceptual ecological model for scrub ecosystem function	Science Advisors		
9. Contribute data from research projects, and direct students to research projects that contribute to the monitoring and management program	Science Advisors	Ongoing	